

Subcontractor
Workplace Substance Abuse Program Plan (WSAPP) Certification
(For subcontracts with no Testing Designated Positions)

Subcontractor Name _____
Subcontractor Address _____
Subcontractor Phone Number _____
WSAPP Program Manager _____
 Name _____
 Title _____
 Phone Number _____

Subcontract Number _____

Subcontractor will include the requirements of 10 CFR 707 in any lower tier subcontract with a value of \$25,000 or more that is determined by LLNL to involve access to or handling of classified information or special nuclear materials; involve high risk of danger to life, the environment, public health and safety, or national security; or involves transportation of hazardous materials to or from a DOE site.

A policy statement similar to the “Drug Free Workplace Policy Statement” listed below will be distributed to all subcontractor employees working under a subcontract at the LLNL site.

“Drug Free Workplace Policy Statement”

“Substance abuse creates social, medical, and safety problems potentially affecting every segment of our society. National figures show the costs of workplace substance abuse are high.

- 74 percent of adults who use illegal drugs are employed.
- Absenteeism is 66 percent higher among drug users than individuals who do not use drugs.
- Health benefit utilization is 300 percent higher among drug users than individuals who do not use drugs.
- 47 percent of workplace accidents are drug-related.
- Disciplinary actions are 90 percent higher among drug users than among individuals who do not use drugs.
- Employee turnover is significantly higher among drug users than among individuals who do not use drugs.”

(From the Drug-Free Workplace Act of 1998, 15 USC 631)

“Given the pervasiveness of the problem it must be assumed our workplace could be affected. In order to ensure a safe LLNL workplace free from the effects of illegal drugs, employees are advised

that, as a condition of continuing to work under the LLNL subcontract, they must abide by the following:

1. Employees shall not unlawfully manufacture, distribute, dispense, possess, or use illegal drugs in the workplace. Persons violating any of these prohibitions face prompt disciplinary action, up to and including dismissal from employment under the contract. As posted at the gates to the LLNL site, employees are advised that entrance onto DOE property grants permission for security personnel to search for prohibited items.
2. Employees shall notify management in writing if convicted under a criminal drug statute for a violation occurring on the DOE site no later than 10 calendar days after such conviction.
3. Employees are expected to appear for work fit for duty. Employees determined to be unfit for duty will be removed from the LLNL workplace for evaluation and may face disciplinary action up to and including dismissal from employment under the subcontract if drug or alcohol abuse is determined to be a contributing factor.
4. Employees with substance abuse problems are encouraged to seek professional counseling or rehabilitation assistance before company substance abuse rules are violated. Employees violating drug and alcohol prohibitions face prompt disciplinary action, up to and including dismissal from employment under this subcontract. Employees are cautioned that enrolling in counseling or rehabilitation after violating company rules will not shelter the employee from appropriate disciplinary action.
5. If an employee is required to obtain a government security clearance to work at LLNL, that employee will be subject to the provisions of 10 CFR 710, "Criteria and Procedures for Determining Eligibility for Access to Classified Matter or Significant Quantities of Special Nuclear Material."

The above policy statement and other substance abuse prevention information, including the availability of resources for assistance in dealing with substance abuse problems, will be initially and periodically reviewed by the subcontractor with all subcontractor supervisors and employees.

The subcontractor will maintain a record of the employees instructed on the above substance abuse statement.

Subcontractor Signature

Date